



**CALIFORNIA NATIONAL GUARD  
COUNTERDRUG TASK FORCE  
TOUR ANNOUNCEMENT**



**CALIFORNIA ARMY NATIONAL GUARD**

FULL TIME NATIONAL GUARD FOR COUNTERDRUG – TITLE 32

1. **POSITION AVAILABLE:** System Administrator (Para/Line: 104/02)
2. **TOUR LOCATION:** Mather, California
3. **TOUR NUMBER:** FTNGDCD 09-82
4. **EFFECTIVE DATE:** 29 June 2009
5. **CLOSING DATE:** 28 July 2009
6. **TOUR LENGTH:** 01 August 2009 – 30 September 2010
7. **MINIMUM GRADE:** E-4 **MAXIMUM GRADE:** E-7
8. **MOS / AFSC:** 25 X / 3CXXX, 2EXXX
9. **PERSONNEL ELIGIBLE TO APPLY:** (X) Male (X) Female ( ) OFF ( ) WO (X) ENL
  - a. Members of the California Army or Air National Guard
  - b. Not within 6 months of Expiration Term of Service (ETS)
10. **SELECTING SUPERVISOR:** Communications NCOIC
11. **MILITARY STATUS:** FTNGDCD, Title 32 USC § 502(f)
12. This position is a Full Time National Guard (FTNGDCD) Tour. Tour will be subject to the availability of funds from fiscal year to fiscal year.
13. **APPLICANT MUST**, at a minimum, submit the following documents and meet all applicable criteria:
  - a. CAJS-CD Form 1058, Application for Full Time National Guard Duty Counterdrug (FTNGDCD) **(\*\*Note: The DA Form 1058-R will not be acceptable) \*\*This application may be found on the Cal Guard Job Website, under Counterdrug Task Force.**
  - b. Signed Cover Letter within 60 days of tour effective date stating why you are interested in a tour with Counterdrug, the position number you are applying for and how you will add value to the program.
  - c. Letter of recommendation from M-Day Unit / Wing Commander within 60 days prior to Tour Effective Date.
  - d. Military Biographical Summary or Resume with 60 days prior to tour effective date.
  - e. Retirement Point Accounting Statement (RPAS) / AF Form 526 – Points Summary Credit within 60 days prior to Tour Effective Date.

Note: Failure to disclose pertinent information that is not coded on this form may be grounds for release from the program.
  - f. All previous DD Forms 214 (copy must include bottom portion with identifies RE Code).
  - g. Personnel Qualification Record (PQR) within 60 days prior to Tour Effective Date
  - h. Medical:
    - (1) Army: Printout of Individual Medical Readiness (IMR) report. Found under AKO, My Medical Readiness. Select IMR Record. **\*\*Report must have been generated within 60 days prior to tour effective date.**  
<https://apps.mods.army.mil/MEDPROS/MyMedicalReadiness/default.aspx>
    - (2) Air Force Form 422. **\*\*Report must have been generated within 60 days prior to tour effective date.**

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- i. Army Physical Fitness Test Score Card (DA Form 705) / ANG Fitness Assessment Results within the last 6 months prior to the Tour Effective Date.
  - j. Completed and signed CD Form 301 & CD Form 302 (on CD website).
  - k. Copy of ten year driving record from the California Department of Motor Vehicles.  
<http://dmv.ca.gov/forms/inf/inf11125.pdf>
  - l. Applicant must have completed a California National Guard urinalysis testing within 60 days of the tour start date. Applicants who do not possess a current testing within the last 60 days must have a testing completed within 15 days prior to start date.
  - m. Letter of explanation for all missing documentation not enclosed.
14. Applicants must meet medical retention standards IAW AR 40-501, chapter 3 / AFI 48-123, attachment 2. Additionally, if selected must complete and submit Periodic Health Assessment / AF Form 422 Physical Profile Serial Report within the current fiscal year of tour start date.
15. Army National Guard personnel must meet the HIV testing requirements of AR 600-110, Identification, Surveillance, and administration of Personnel Infected with Human Immunodeficiency Virus (HIV) within 24 months prior to entry.
16. Air National Guard members must have a periodic medical examination within 24 months prior to entry and current HIV test within 180 days prior to entry.
17. Over 40 applicants must have DA Form 4970 Cardiovascular screening and /or RISK index if applicable / ANG members must have an exercise tolerance treadmill test if the Cardiac Risk Index (CRI) is 10,000 or greater.
18. Applicants must possess a Favorable Entrance National Agency Check /National Agency Check (ENTNAC/NAC) within past 10 years and possess with no adverse actions or derogatory comments. Applicants must obtain verification from unit S2 Security Manager or JFHQ. The selection for the position is conditional and based on a complete and favorable LIVE SCAN by the California Department of Justice and the Federal Bureau of Investigations within 15 days prior to entry. All costs related to the LIVE SCAN procedure is the sole responsibility of the applicant and is non-reimbursable.
19. Applicants must be willing to relocate within the State of California.
20. **Applicants meeting any of the following are INELIGIBLE to APPLY:**
- a. Not a member of the National Guard.
  - b. Does not meet medical retention standards.
  - c. Does not meet body composition/weight control standards prescribed by AR 600-9 / NGR (AF) 35-11.
  - d. Involuntarily removed from AD or FTNGD for cause, non selection for promotion, or resignation in lieu of adverse personnel action.
  - e. Non-selection for retention.
  - f. Under current suspension of favorable personnel action (flagged) per AR 600-8-2.
  - g. Any Felony Level Offenses and Specified Misdemeanor Offenses annotated in JFHQ Policy Memorandum 2008-04.
21. **Unique Requirements for Counterdrug tours:**
- a. Urinalysis testing is required within 15 days upon entry of active duty and periodic testing during active duty. These requirements are in addition to testing by units of assignment during IDT/IAD under Substance Abuse Testing or the ANG Drug Abuse Testing Program.
  - b. Requirement to continue attendance at IDT/IAD and Annual Training while on FTNGDCD.
  - c. Status of employment is year to year and subject to the availability of funding from fiscal year to fiscal year.
  - d. DMV records review, criminal records checks, and/or security screening of applicants will be performed prior to entry on duty. Note that derogatory reports may result in application denial.

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### **e. Standards of Conduct.**

(1) National Guard members participating in the Counterdrug Support Program are required to comply with state laws and with DoD 5500.7-R. They are required to uphold the highest standards of conduct and personal appearance.

(2) Outside employment, associations and off-duty conduct/activities must be consistent with federal directives on ethics and with state and federal conflict of interest policies. Outside employment will require written approval from the Counterdrug Commander in accordance with NGR 500-2/ANGI 10-801, Chapter 8, paragraph 8-25.

### **f. Maintain height / weight standards IAW AR 600-9 / AFI 40-5.**

### **g. Accomplish yearly training requirements to include passing Army physical fitness test /ANG physical fitness assessment, weapons qualification, and doctrinal training.**

**22. Tour Description:** Assume the duties as a network administrator to ensure network policy and Information Assurance compliance with the California Army National Guard Wide Area Network. Member is responsible for information technology property accountability and management in accordance with all appropriate Army policies and procedures. Member coordinates with telecommunications departments at the headquarters level to ensure timely deliverance of special services require for various contingency operations.

### **23. Specific responsibilities of the System Administrator include, however are not limited to:**

- a. California Army National Guard Network Administrator
- b. Management and oversight of CARNG network help desk support function
- c. Responsible for the scheduling, deployment, and follow-on support of all network client computer software changes, upgrades and life cycle replacement Coordination with staff on projects
- d. Responsible for the inventory management of all information technology equipment

### **24. Job Requirements:**

- a. Ensure the highest level of communications support to the Counterdrug Task Force and support Law Enforcement Agencies.
- b. Persons may be required to travel to various locations for extended periods of time with little notice. These missions will occasionally introduce the member to "field conditions".

### **25. Qualifications:**

#### **Minimum Qualifications:**

- a. Current and valid Security Clearance
- b. Valid State and Military Drivers License
- c. MOS / AFSC qualified at the appropriate level for rank / position
- d. Minimum 3 years of IT related experience
- e. Current Security + and A+ certificates / or obtainable on their accord within 3 months
- f. Basic understanding of hand held and repeater radio technology

#### **Preferred Qualifications:**

- a. Minimum of 2 years of demonstrated MOS/AFSC proficiency
- b. Current duty position as a Network Administrator on the "CA" network
- c. Applicants must be able to complete the tour prior to achieving 17 & 1/2 years active service.

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**26. APPLICATIONS MUST BE RECEIVED IN THE COUNTERDRUG J-1 OFFICE BY EITHER MAIL OR IN PERSON NO LATER THAN END OF DUTY DAY ON THE CLOSING DATE. INCOMPLETE OR LATE APPLICATIONS WILL NOT BE CONSIDERED.** Applications will not be accepted in binder or document protectors. SUBMIT COMPLETE APPLICATION (with all required documentation/certificates) by the closing date to:

Counterdrug Task Force  
ATTN: CD J1, NCOIC, SFC Kennedy  
10620 Mather Blvd.  
Mather, CA 95655

27. Questions may be directed to the J-1 at (916) 369-4945 or (916) 369-4909. Counterdrug Tour Website is:  
<http://www.calguard.ca.gov/cdtf/>

**28. NOTE: THE FOLLOWING WILL RESULT IN PACKET DISQUALIFICATION:**

- a. An incomplete packet.
- b. Packets received after the closing date.
- c. Failure to meet minimum requirements for the announced position.

29. Equal Opportunity: The California National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, or any other non-merit factor.